

Dear Parents, Guardians, and Students,

April 19, 2016

This letter is to inform you that we are changing our procedures on cell phones and earphones/earbuds. We went through the first semester assuming positive intent placing the responsibility more in students' hands with appropriate use of these devices. Unfortunately, it has not been as successful in supporting a focused learning environment and there have been many instances of distraction with cell phones and earphones. These procedures align to our board policy 5129.7.

For the remainder of the year we will expect students to have phones and headphones off and out of sight, preferably in a locked locker. If students wish to keep their phones/headphones on their person then they should still be off and not seen. This will be in effect from the moment they enter the building.

We announced this to students on Tuesday and informed them that they had this week to acclimate and get used to the change. There will be gentle reminders from staff to students this week. They were also informed that the procedure, with consequences enforced, will be in full effect starting on Monday April 25th, 2016.

Violations to this rule will result in:

1. An administrator asking the student (s) to relinquish the cell phones, earbuds/earphones when asked. Students will be permitted to recover the item from an administrator at the end of the school day.
2. More than one request for the phone or other items will result in the cell phone or item to be confiscated by an administrator. These items will only be returned to a parent or guardian.
3. Students who refuse to relinquish their cell phone or other item when asked will face disciplinary actions which may include suspension.

Please be aware that in cases where suspensions are issued for violations of this procedure, these suspensions can affect students' athletic competitions and events, extra-curricular activities, prom attendance, and marching at graduation.

We are aware of the positive aspects of phones and teachers at times may ask students to bring and use their phones (or headphones) to class for educational purposes. This will no longer be the practice. Rest assured that teachers will provide the necessary equipment when utilizing technology. We are also aware that much of the communication that takes place over cell phones is with parents. We would ask that if you need to get in touch with your student that you call our front office 299-6300 and we will put you in touch with your student(s) when there are emergencies. In the rare event that there are family situations that require a student to be in more immediate contact with you, we ask that we be made aware of this and we will certainly work with you and your student.

At Penns Grove High School, the education of our students is our highest priority. In order to achieve success, students must be fully engaged and focused on their learning at all times, without distraction. We thank you in advance for your cooperation and support in implementing this procedure referencing the use of cell phones, electronic devices and earbuds/head phones.

Respectfully,

Mr. J. Arbelaez, Assistant Principal

CC: Dr. Z. Cobian, Superintendent

Dr. J. Brown, Principal

Mr. C. Castner, Athletic Director/Assist. Principal